

State EMS Advisory Board Executive Committee
1001 Technology Park Drive, Glen Allen, Virginia
February 10, 2011
4:00 p.m.

ATTENDANCE:	ATTENDANCE CONTINUED:	OEMS STAFF:	OTHERS:
Jennie Collins, Chair	Carol Fisher-Strickler	Gary R. Brown	Dr. Marissa Levine
Dr. George Lindbeck		Wanda Street	
Gary A. Dalton			
Pokey Harris (phone)			
Bruce W. Edwards			
Jason Campbell			
Dr. Allen Yee			

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to Order:	Jennie Collins, Chair, called the meeting to order at 4:10 p.m.	
Development of a living Guidance Document of the Governor Advisory Board Committees:	<p>The committee is working on the guidance document for the Governor's Advisory Board Committees and the Coordinators. Jennie identified each of the current coordinators and their committees as follows:</p> <p>Administrative Coordinator – Gary Dalton Rules & Regulations Legislative & Planning</p> <p>Infrastructure Coordinator – Larry Oliver Transportation Communications Emergency Management</p> <p>Patient Care Coordinator – Dr. Allen Yee Medical Direction Medevac Trauma System Oversight & Management EMS for Children</p> <p>Professional Development Coordinator – Jason Campbell Training & Certification Workforce Development Provider Health & Safety</p>	

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	<p>Most of the committees will maintain a membership of ten. However, there are exemptions. All of the committee membership lists were discussed and the Coordinators were asked to go over the lists with the committee chairs to see what changes need to be made. The mission statements may need to be revised as well to reflect the changes in the membership makeup.</p> <p>The Financial Assistance Review Committee (FARC) will report directly to the Advisory Board and the Advisory Board appoints the members of FARC. The committee chair is elected annually.</p> <p>Dr. Yee will speak with the committee chair of the Medical Direction Committee; therefore, the membership will be deferred until the next meeting.</p> <p>Jennie, Gary Brown, Beth Singer and Jason had a meeting today on the Provider Health and Safety Committee and Beth shared an outline of what the Office of EMS is doing for the next year for provider health and safety. Jason is the chair of the Provider Health & Safety Committee and the Executive Committee gave him some suggestions for the membership. Jason feels that an occupational physician would be a great stakeholder. Other stakeholder suggestions were: VAGEMSA, VAVRS, a nutritionist, a large health care system, risk manager, safety council (i.e. Chesterfield Insurers), advocacy role (statistics; provider resources such as weight management, nutrition, fitness, help with smoking ; agency resources such as patient safety, vehicle safety, injury prevention).</p> <p>In the Transportation Committee, the two staff liaisons will need to be moved to OEMS staff support; one of which is Michael Berg.</p> <p>Board members who are interested in filling some of the membership slots should be welcomed to join the committees.</p> <p>Jennie will develop a By-Law insertion for the Nominating Committee.</p> <p>The CISM committee has been transitioned to a subcommittee of the Provider Health and Safety Committee.</p> <p>Jennie will create another page for the By-Law Committee.</p> <p>Jennie will make the recommended changes to the document and present it at the next meeting. She would also need the changes that are made after the coordinators and committee chairs have met and/or discussed the membership makeup and mission statement changes, if any.</p>	<p>The coordinators will discuss with the committee chairs, the membership makeup and the mission statement changes, if any. These changes will be submitted to Jennie before the next meeting in March to be added to the revised guidance document.</p>
Advisory Board Items:	<p>Eric Gregory of the Attorney General's office has taken a position in Powhatan. His position has not been filled yet, but Allison Tysinger is supposed to attend the 2/11/2011 meeting. Jennie expressed her frustration and disappointment with the way the past few meetings have been conducted.</p>	

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	<p>Dr. Levine stated that some of the issues that the members have been concerned with are mandates. If the Advisory Board can't meet the mandates, then the Office of EMS will do the work. Some people think it is a policy board, but it's not. Decisions may have to be made without a consensus, although it is preferable to have a consensus.</p> <p>Jennie stated that it is all of the board members' responsibility to have a clear understanding of Roberts Rules before making motions, substitute motions, etc.</p> <p>It was decided to appoint a parliamentarian for upcoming meetings. Gary Dalton will be the parliamentarian at the meeting tomorrow and if things get out of hand he will bring the meeting back to order by disallowing excessive motions. He will defer the motion until it can be worked out between the coordinator(s) and committee chair(s).</p> <p>It was also discussed that maybe the committees should meet in advance of the Advisory Board meeting so that motions can be presented ahead of time and not on the day of the meeting. Also, this is hard for the new members to keep up and understand the motions being voted on.</p> <p>There are 8 board members who are not eligible for reappointment and there are 11 who can be reappointed.</p> <p>Carol Strickler-Fisher stated that there needs to be more socialization between the committee members and board members. If all of the meetings were held in one place, it would be easier for everyone to get together. It was agreed that new member orientations should be held the way they were in the past.</p>	
Next meeting:	Wednesday, March 23, 2011 at 9 a.m.	
Public Comments:	None.	
Adjournment:	The meeting adjourned at approximately 5:58 p.m.	